

**CITY OF TAKOMA PARK, MARYLAND**  
**(Adopted 3/14/05)**

**PRESENTATION, SPECIAL SESSION, WORKSESSION,  
BUDGET WORKSESSION & CLOSED SESSION  
OF THE CITY COUNCIL**

**Monday, May 17, 2004**

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Closed Session 5/10/04 - Moved by Austin-Lane; seconded by Seamens. The Council voted unanimously to convene in Closed Session at 11:10 p.m. in the Municipal Building Conference Room to discuss a personnel matter and receive legal advice. OFFICIALS PRESENT: Porter, Austin-Lane, Barry, Elrich, Mizeur, Seamens, Williams. STAFF/OTHERS PRESENT: Finn, Carpenter, Silber. The Council was briefed on the recent court ruling regarding the public release of employment agreements and its relevance to requests for the review for the City's agreement with City Manager Finn (Authority: Annotated Code of Maryland, State Government Article, Section 10-508(a)(7) and 10-508(a)(1)(ii)).

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**OFFICIALS PRESENT:**

Mayor Porter  
Councilmember Austin-Lane  
Councilmember Barry  
Councilmember Elrich  
Councilmember Mizeur  
Councilmember Seamens  
Councilmember Williams

City Manager Finn  
City Clerk / Treasurer Waters  
Communications Director Moffet  
ECD Director Daines

The Council convened at 7:35 p.m. in the Council Chambers of the Municipal Building, 7500 Maple Avenue, Takoma Park, Maryland.

**ANNOUNCEMENTS**

Mr. Williams announced the Ward 3 walking meeting to be held on Sunday, June 6.

Mr. Seamens noted the "Rock the Block" party to be held on Saturday, May 22.

Ms. Austin-Lane commented that she was pleased that Council will be considering the Rachel Carson resolution this evening. She said she hoped the first reading of the budget ordinances would be scheduled for June 7.

**PUBLIC COMMENTS**

Jane Lawrence, 7704 Takoma Avenue referred to last week's presentation on tax increases projected out to 2011. The 10% increase was related to assessments. The increases in

assessments have meant that many properties have had an increase of about 100% over the last five years. She said that her assumption is realistic based on the triennial cycles.

## **PRESENTATION**

### **1. Community Center Update.**

Mr. Williams noted the revised financial packet that was distributed. The bottom line balance is different than what was in the written version last week. He referred to page 1 where he tried to put in bold the figures relevant to current budget discussion. There were some different understandings about the capital loan (debt service to be paid out of the stormwater fund). He noted the other revenue sources which are identified on the first page.

Mr. Seamens said he saw some of the public e-mail discussion this week related to transparency for the stormwater fund monies. He appreciates the bold/italics to highlight outstanding monies, but would suggest that the bottom line not include these revenue sources until they are adopted.

Ms. Porter said the \$300,000 in state monies will be approved.

Ms. Austin-Lane asked for clarification about the \$400,000 stormwater capital fund loan and how the already approved expenditures from that fund will be managed.

Mr. Finn replied, it is in the proposed budget. It is projected out for the surplus of the fund and included is the debt service for the loan in the fund. It is only projected for 4-5 years, and it appears that the fund should be able to handle the loan, based on taking care of everything that is generally budgeted from the fund. He said he could put together a model along those lines for the discussion of the stormwater budget.

Ms. Austin-Lane said she will not be here in the next two weeks. She hoped to have more information on this point sooner. The Council has not been presented enough information on this proposal to either explain to the public or to make a decision.

Mr. Seamens suggested that Mr. Finn provide a 10 year history on the fund performance.

Mr. Finn said he would see what information is available. He had planned to present it on the night this topic is scheduled.

Ms. Porter said she is not sure that they can have it before Ms. Austin-Lane leaves for her vacation, but if it is possible, Mr. Finn should provide the information before that time.

## **SPECIAL SESSION**

### **2. Resolution re: Rachel Carson Day.**

Ms. Austin-Lane introduced the resolution. She provided a brief summary of Ms. Carson's contributions. Moved by Austin-Lane; seconded by Elrich.

Bunny Smith, Hodges Lane said she appreciated the Council considering this resolution. It is really important. She described an incident of a pet death due to pesticides used on her lawn, even after she had asked that the company not use any pesticides.

Resolution #2004-18 was adopted unanimously (VOTING FOR: Porter, Austin-Lane, Barry, Elrich, Mizeur, Seamens, Williams).

### **RESOLUTION #2004-18 (Attached)**

## **WORKSESSION**

### **3. City Manager's Quarterly Report.**

Ms. Porter said she takes responsibility for the quarterly report being off of the quarterly schedule. She said that she has been bumping the item to accommodate more urgent agenda items.

Mr. Finn reported on his attendance at a Crossroads Commission meeting; the first meeting in a long time. It has taken the place of the Commission that served under the previous Governor. There have been some subcommittee meetings. The reports were submitted to the entire Commission and they were accepted. One of the recommendations that was accepted was to find a permanent site for the Day Laborers in Prince George's County, somewhere in the vicinity of New Hampshire and University. The difference now is that Prince George's County is supportive of this proposal. They have pledged their support. The outstanding issue is funding. The CASA representatives have identified an annual budget of \$400,000 for rent, operational costs, and staff. Another recommendation was for the Commission to officially recognize the City Council for their commitment to continue to fund operation of the temporary site.

Mr. Seamens asked if this project is related to the Resource Center discussed by Councilmember Perez.

Mr. Finn said they are looking for funds to renovate the Resource Center site which is a different location. The intent for the day laborer's center is that it needs to be near New Hampshire and University. A lot of the sites identified three years ago are no longer available.

Ms. Mizeur asked if there is any indication that the money that the City has been contributing

will continue to be part of the \$400,000 annual budget.

Mr. Finn replied that if we have any money left for the balance of this year, I could come back to the Council for a one-time allocation of the balance. They would need to get moving quickly.

Ms. Mizeur asked how much are we spending right now.

Mr. Finn said Prince George's County did not contribute last year, so Montgomery County gave us about \$15,000-18,000. The City is picking up two-thirds of the cost.

Ms. Mizeur commented, so we are paying about \$75,000 for the operation.

Mr. Finn said, the first year the cost was covered by grants; in the second year we covered it entirely; and in the third year we got a little bit of help from Montgomery County.

Mr. Barry said the Crossroads Commission's recommendation was to also continue working with the C-SAFE program which has been key in getting the two counties and the City to talk about safety concerns. There is a lot of interest in the Sobering Center idea.

Mr. Finn commented on the C-SAFE program, noting that it had a relatively shaky start but now the program has really taken off. The City was instrumental in getting the program off the ground. The officers are getting to know each other. There is a better spirit of cooperation. At some point, those grant monies will go away. The Council should think of a way to continue to fund that operation. It is the way of the future; a way to fight crime where there are adjacent borders for jurisdictions. This program brings in a probation officer to work with the police officers.

Mr. Barry said there was also a renewed interest in the transit center on the Prince George's side. It will be interesting to hear the discussion. Lastly, SHA has renewed its interest in looking at traffic calming and pedestrian safety in the intersection.

Ms. Austin-Lane noted the meeting that took place between Old Town Maryland and DC. The inclusion of a probation officer might be part of the solution in the Old Town area.

Ms. Porter said she could schedule another time for a more extensive discussion of this item.

Mr. Finn remarked about the status of the Police Department staffing. We have 35 officers and are down 6 officers. A couple of those are vacancies from people who have retired. The department is going through a testing process. It looks like there are 2-3 certified officers who might be good candidates. As soon as we are able to add officers, we lose some officers.

Mr. Finn reported on the street work being done. We are using, as directed by the Council, the most recent street study. It helps identify the streets that do not have a good base. They are milling down as much as 6 inches in some cases. Mr. Finn noted some of the recommendations

of the engineer with respect to depth of milling and the application of specialized materials.

Ms. Porter said, when we get to the Public Works budget discussion, I would be interested in knowing the areas where some of the different techniques are being applied.

Mr. Elrich asked if Mr. Lott can provide some numbers for the street work.

Ms. Mizeur asked for a best estimate of the timing for the work. We have had many residents anxious to know.

Mr. Finn said, the weather will have an impact. We are only using the portion of the money that we have. We cannot use the \$500,000 until after July 1. The public will probably see no interruption in the work, but we have to be careful in the timing for spending the money.

Mr. Finn continued his report with comments on the Tool Library. It has to be moved within the next couple of days. He explained that Verizon is going to move some conduit and will not work on it until the Tool Library is moved away from the pole. We could push the trailer back about 15 feet without having to rewire. I intend to talk to the neighborhood association in the Grant Avenue area. We would have to remove a portion of the guard rail and move the trailer into a portion of the cul de sac. It would be temporary. We are concerned about moving the trailer because of its condition.

Ms. Porter and Ms. Austin-Lane stressed that the neighbors should be notified immediately.

Ms. Austin-Lane asked for a discussion of the Tool Library. Ms. Porter said she thinks that it is part of the budget discussion. If we decide to replace and/or relocate the trailer, it would be a budget item. It will be part of the Public Works discussion.

Mr. Finn continued his report. The first phase of the Heffner renovations have been completed. Work has been done in Toatley-Fraser.

Mr. Seamens said the number one priority in the neighborhood was the erosion problem along the bank of the parking lot and on the back of the Heffner lot.

#### **4. FY04 Budget Amendment No.2.**

Ms. Waters gave a presentation on the budget amendment and provided responses to the Council questions. She noted that the City Manager Search Process is included in the cover page listing; it was intended to be included in the last budget amendment once we better know the costs associated with the process. There will be a final budget amendment to address all of the remaining community center and stormwater fund appropriations/transfers after the Council has discussed the related FY05 budget sections.

Ms. Porter clarified, the adoption of the Budget Amendment Ordinance is scheduled on the

rolling agenda, and there will be opportunities for public comments at both the first and the second readings.

## **BUDGET WORKSESSION**

### **5. Communications.**

Ms. Moffet described the new Communications Office. She summarized how she has broken-out the functions of the office and the activities taking place. She is working with all City departments to make sure that information is getting out via all appropriate media sources. She is looking forward to the results of the upcoming survey. She wants to get better feedback on the effectiveness of the Newsletter, the use of web, etc. She noted the on-line customer service software ACTion. There have been some bugs. She has spent many staff hours working with the vendor to resolve the problems. She has spent time testing it and refining the look and feel of the appearance. Our press approach has been formalized. She noted the recent article in the Voice about the City's Cable Channel. She identified some of the specific activities. Part of the press office function is to create a visual library—people and events characteristic of the City. They are working on publications and the web site. Elizabeth Mosely is creating a press clippings file to help monitor the media coverage. Another city-image topic we are working on is the enhancement of the City Seal and to make it consistent on many fronts (e.g., lapel pins, web site, car logos, business cards, stationary, etc.). It turns out that there are some descriptors about how the seal came to be created. We will be providing that information to the graphics designer. We hope to make it more consistent for all staff to use, making it more consistent in all applications. We will plan to phase it in. One of our internal communications efforts was to identify a staff person in each work area who will manage bulletin boards in a variety of physical locations throughout the buildings. We are developing an E-Bits publication for staff to orient them about how they can best use the communications office services/tools. We want to get away from the ad hoc approach.

Ms. Mizeur asked, how aggressive are we or do we intend to be about marketing the City and being involved in press discussions about the City. She noted some recent examples of missed opportunity to get some press coverage. We need to be creative about how we insert ourselves into things that are being covered.

Ms. Moffet said that is a great point. She read the article referred to by Ms. Mizeur in the same way—we were not identified in an article about the wind energy purchase.

Ms. Porter said this is unfortunate. Daryl Braithwaite was instrumental in getting the County to first start exploring alternative energies.

Ms. Moffet suggested this needs to be interactive. She invited the Council to feed information to her office.

Ms. Porter said, there are responsibilities on both sides. Montgomery County had to be aware of

our wind power support; they should have notified the City about their article. This is a new office with a focus on putting a real emphasis on communications. This is the opportunity for the Council to help shape the operation of the office.

Mr. Barry said, Ms. Moffet should be commended for trying to find a more consistent approach for communications in the City. He thinks that this could lend itself to the development of a consolidated marketing approach. We need to build the image of the City, promote it and position it. It should be based on some of the goals of the City. He offered to work with Ms. Moffet and the rest of the Council to discuss the plan.

Ms. Austin-Lane asked about the timing of press releases. Ms. Moffet said she was starting to work on that process. She is trying to cover events. She issued a press release when we voted to support the wind power.

Ms. Mizeur asked that the Council be copied on press releases to make them aware of the communications that are going out. Ms. Austin-Lane suggested Council be copied by e-mail.

Ms. Moffet said staff is considering posting the weekly Status and Information report on the web. We are not ready to launch that. It is something to think about.

Ms. Austin-Lane said she would like to publicize new businesses. She would like to see some cross-jurisdictional recognition.

Ms. Moffet said, one of the operational aspects of issuing a press release is that the content provider has to be able to give us the information. She offered to work with Ms. Austin-Lane on Rachel Carson Day publicity.

Ms. Austin-Lane asked if it would be an appropriate function for staff to write letters to the editor to clarify information in an article or elaborate on something that got left out of an article.

Ms. Moffet said it might be more appropriate and carry more weight if it was written by a Councilmember. The working idea might be that the Councilmembers write the letter to the editor, and press releases would be handled by staff.

Mr. Barry remarked about the importance of a quick response. He noted the recent case of the accused spy in Takoma Park which included a poor characterization of the City.

Ms. Moffet noted that Rebecca Brown has a tool that searches the internet for discussions that pertain to the City.

Ms. Moffet continued by summarizing some of the web site activities. We are working toward a transition to a different domain ([takomaparkmd.gov](http://takomaparkmd.gov)). We are working with a web consultant to redesign the look and feel of the web page, so that all of the departments to have a similar look/feel and links to other resources. All tree permits are posted for 14 days on the web site. We

are doing the big structural change and also, making changes on the departmental level. She commented on some of the “hot topics” that are identified. She explained the work that is going on to explore the regular posting of the Newsletter to the web site.

Ms. Austin-Lane said she has gotten lots of comments about the project updates and information being really helpful. We are seeing a lot of progress. She said she is still interested in getting the minutes from previous meetings. She recognized that it will be a tremendous task but notes it will be helpful. She wonders if there is a way that people could sign-up to receive the Status and Information report. She has not seen a lot of sensitive information in the document recently. Is there a way to set-up a one “click” e-mail option so that an e-mail goes to all Councilmembers at the same time? Is there a way that people can forward comments about ACTion without putting those comments into the system.

Ms. Moffet commented that Abel Castillo would have to comment on what can be done with ACTion and the e-mail system.

Mr. Seamens commented that he was excited with the continued improvements to the cable channel. He looks forward to Ms. Moffet’s continued web improvements. He observed all of Rebecca’s work on getting the web site established. He said he looks forward to the citizen survey. Apartment dwellers should be included in the sampling, especially in secured buildings. He also commented that we need to challenge the “owner” of ACTion to make it a quality resource. It is not at this point.

Ms. Moffet commented that we have a cross-departmental team set-up to work through the problems with the system.

Ms. Moffet reported on the crawl feature that is used for critical notices on cable. We will be buying a server and will start recording Council meetings onto the server. We have new events that we are covering. We have access to the PEG van.

Ms. Austin-Lane asked if new equipment will be required in the new community center?

Ms. Moffet said, the cameras will remain in this room since activities will continue. As you transition to the new meeting room, we will then purchase new camera equipment.

Ms. Austin-Lane said she has heard many people talk about how they do not read the Newsletter. She knows that Bob Guldin is trying to work on this concern. She referred to the community center article that was in the Voice. She said she likes the survey idea. It will be a solid basis for making a decision on the Newsletter. There is also some concern about the Newsletter looking like a journalist’s product versus a community publication. She has heard complaints.

Mr. Seamens observed, as we look at budget cuts, this is an area where could discuss some changes. He is concerned about when we try to cover news. It could have some other functions. We don’t have the resources to publish a newspaper. We should talk about cutting this back to



really being a “newsletter” as a way to save some money in the budget this year. We might explore providing the information through paid space in another local paper.

Ms. Porter said this issue goes back decades. Before we unilaterally change the information that goes out to constituents, we should reconstitute the Newsletter Committee and ask for recommendations. The expansion of the Newsletter to include more news articles was one of their recommendations.

Ms. Austin-Lane said she would like to see that done. The committee should have input on how the question is written in the survey.

Ms. Moffet said she does not see that we are covering a lot of news. There is one lead article, but the rest is City news and articles written by staff. She does not see that we are competing with the Voice. It still reads like a government publication.

Mr. Seamens suggested we should look at what other governments are doing with their newsletter.

Ms. Moffet agreed, this would be a good task for a committee. We would have to re-order the priorities in-house to take on this research.

Ms. Moffet provided a slide presentation. The primary reason for the increase in the budget is to fund the position of the web assistant. She noted the overall budget (15% increase). She commented on the funding sources. She explained the identification of communications administration; this is the best guess at this point in an evolving office (attributable to her and Alvaro Calabia’s time).

Mr. Elrich asked why the personnel in cable remains the same. Ms. Moffet identified the staff (Alvaro Calabia, Liz Mosely and Lonni Moffet). They have reallocated the percentages from FY04 for the proposed FY05.

Mr. Elrich asked, is the net increase in the payroll costs for the balance of a full year for the web assistant? Ms. Moffet said the position was only funded for five months in FY04. She commented on the comparison for Communications and Cable TV. The newsletter looks like an increase but it really is not. The higher number has to do with the allocation of time.

Council asked for clarification on the full-time staff equivalent information presented.

## **BREAK**

The Council recessed for a scheduled break at 9:45 p.m.

## **Housing and Community Development.**

Ms. Daines explained the overall Housing and Community Development budget. She commented on the revenue sources and the projections that the revenues may increase in the upcoming years. She identified a number of their projects/initiatives that are identified in other budgets (e.g., special revenue projects); another \$1 million of project expenditures. She noted that there are monies now in the HCD budget which were in the Council Goals money last year. She commented on the break-outs for Administration costs. She explained the work of Affordable Housing. She has attempted to better track the time that staff is spending on various functions. She commented on the Opportunity to Purchase, Capacity Building, and Affordable Housing Outreach efforts. She noted the overall Code Enforcement budget. She referred to the performance measures. The rental housing licenses themselves fluctuate from day-to-day. She commented on the service levels—rental housing licensing, landlord certification.

Mr. Elrich asked, where is the regulation regarding electric capacity as pertains to the window air conditioners? Ms. Daines explained that landlords can either upgrade their electrical systems or remove the window units and roll back the rent.

Mr. Elrich said it was not just the electrical service, it also has an impact on the quality of the property. Ms. Daines said the ordinance is written such that air conditioning is a service.

Ms. Porter asked, how much do rents typically get rolled back in case of a window unit?

Mr. Seamens clarified, this is something that the County is imposing county-wide. He noted a building outside of the City where a \$900 rent was rolled back by \$35. Tenants are also being informed that they may not install their own units. He talked with residents over the past week who are concerned. It effects them physically and is an impact to the quality of life.

Mr. Elrich said it seems like a back door to gentrification. Ms. Daines said, from the County's perspective, the current deficient electrical systems in some of our buildings are not safe and are a fire hazard. The landlords are being given information about their options and about funding assistance options. There is a sense that this is not an effort to remove affordable housing. It is more of a fire safety issue. The County has been doing a good job of identifying violations in our units.

Mr. Seamens said he agrees. This is a decision made at the County level. It would be helpful for the Council to see the data which the County used to base its decision. Ms. Porter reiterated that turning things over to the County has up sides and down sides. We can be guaranteed that in instances where we turn things over to the County, there may be things that we do not like.

Ms. Austin-Lane said she would like to hear from a County official. We might schedule this before the next presentation from Councilmember Perez.

Mr. Barry observed, it is more than just a miserable situation. There have been instances in

similar conditions that prove that elderly people start dying in larger numbers.

Ms. Porter said she will schedule a further discussion with the intent that a County official be present.

Ms. Daines noted that she will be here for a related topic on June 21. She continued with the presentation, addressing commercial licensing. She gave an overview of the community development division budget. This activity includes economic development, development review, citizen's committee support, GIS, transportation & pedestrian safety, streetscape projects, and community development outreach. The next section is on Grants Management. Services include grants management, CDBG Administration, POS Management, community center / Takoma Foundation.

Mr. Seamens asked, could we get a list of the grants awarded this year? Ms. Daines said she could provide that information along with some of the applications that have been filed.. One of our problems is that we are not 501(c)(3) certified. We have made an arrangement so that applications can be made on our behalf.

Mr. Seamens asked for clarification about the role of staff who is assigned to special revenue.

Ms. Daines summarized landlord-tenant services; and the list of activities regarding landlord and tenant management, mediation services (includes work with COLTA), rent stabilization, credit checks, emergency services, legal services, education & outreach, legislative review. She provided an overview of the COLTA division and related services—COLTA management, COLTA administration, rent petitions, COLTA education/outreach.

Mr. Seamens thanked Ms. Daines for the presentation. He found the document to be somewhat confusing; some of the issues are addressed by the reordering of the slides. The presentation helped with his understanding. You didn't really discuss some of the first pages in the narrative. In looking at the objectives, for the most extent they do not look like objectives to the extent we are trying to meet them. They look like steps we are going to take. He is not sure what some of the goals are from looking at the objectives. There is a need to better articulate.

Ms. Daines asked, can you provide an example?

Ms. Austin-Lane specified on page 13, there was really no explanation for the licensed housing facilities going down but with licensed rental units going up. What is the cause of this?

Ms. Daines said, County inspectors are finding undocumented units. There are a number of factors. As we go through this first cycle with the County, the numbers will become a little more firm than in the past.

Mr. Seamens referred to page 13 - "will continue efforts to improve internal procedures." It would be helpful to know the goals and who is doing things. Would it also include anticipated

time frame for many of these items? We need measurable objectives.

Ms. Daines responded, the reality is that the primary objective language has not changed for a couple of years. I can go back and take a look.

Ms. Porter commented, in order to fund the capacity building effort, you are moving money out of the outreach effort. The capacity building is an excellent effort but I do want to know what we are going to do to make up for the loss of door-to-door work.

Ms. Daines said, part of the citizens survey will be exploring what makes the best sense when it comes to getting information out to the community. The decision to morph the effort in the proposed budget was in response to the shift over to more tenant work. We want to maximize the communication services that can get out of Ms. Moffet's office.

Ms. Porter restated her concern. Ms. Daines said, some outreach will be incorporated into various departmental budgets. When we looked at whether certain outreach efforts make sense, we had to evaluate the effectiveness. We should see what comes out of the survey results.

Mr. Elrich added, we already know that the cable channel and the newsletter do not reach folks. This is taking a step back.

Ms. Porter said, we went from a specific funded initiative to an ad hoc approach of working things into various budgets. If it is going to be a serious effort, then we should fund it in a budget item. This is a very difficult effort that will not happen unless specifically funded.

Mr. Finn said we have learned a lot over the past few years. We have put funds in for the things that have been successful. He noted the importance of Ms. Porter and Mr. Elrich remarks; however, it is difficult to know the answer to the most effective outreach methods. He suggested that the Council put this on a final list of considerations and attach a dollar figure. After the survey is done we will have better sense of how to apply the funds that Council could then approve. He noted the effectiveness of the C-SAFE staff person. Council might have to consider a similar staff person for this focus in years to come.

Ms. Porter said she would put the item on the list for reconciliation, \$20,000 for outreach to communities that do not traditionally participate. We should talk about how to reach those communities as part of the survey discussion.

Mr. Elrich noted we never had discussion about what did not work with the previous organizer.

Ms. Porter clarified, that is not strictly true. We did not get the level of function that we wanted. They could not meet the terms of the agreement.

Ms. Austin-Lane referred to the list of potential service reductions involving the transfer of license/inspections to the County (\$175,000). Could you say what other things should be added

to that amount if we did transfer that service?

Mr. Finn said, operating costs would be added to the savings; personnel costs would not be.

Ms. Austin-Lane questioned license fees. Ms. Daines replied, this is a revenue account. Right now, the revenues pay for about 90% of the cost of the service.

Ms. Austin-Lane commented, we are still waiting for information about whether the City has contacted the adjacent property owner regarding the Old Town parking garage?

Ms. Daines said we have talked to one of his partners but have not been able to set a date/time for a more detailed discussion.

Ms. Austin-Lane asked a question about time that is devoted to economic development. She commented on quarterly reports. She remarked about the traffic calming initiatives that took place at the same time that Public Works was working in an area. It needs to be better coordinated.

Ms. Daines said she has talked to staff about the Maple Avenue work that has been done with respect to traffic calming. They have been asked to lay out the process sequence so that they do not reinvent the wheel when other neighborhoods have their streets resurfaced. She does not think that they will do this in every instance where a street is resurfaced since they do not have the staff.

Ms. Austin-Lane said she does not remember this being a Council directive on the Maple Avenue work. Mr. Finn said, we started work on the street and received calls from residents interested in traffic calming devices. We put Public Works on hold and started the neighborhood discussion of the traffic calming.

Ms. Austin-Lane said, she would like to see better coordination between the two departments. Council has stressed traffic calming. It should be put into effect on the major streets. There is a need to be sensitive to the areas where people want it.

Mr. Seamens referred to page 13, the narrative should be updated to reflect the agreement with the County (goal paragraph). Under the performance measures, he raised the same question as posed by Ms. Austin-Lane on the discrepancy in rental units and unit buildings.

## **ADJOURNMENT / CLOSED SESSION**

The Council adjourned at 11:11 p.m. and immediately convened in Closed Session. Following the closed session the Council adjourned for the evening.

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Closed Session 5/17/04 - Moved by Seamens; seconded by Barry. The Council voted unanimously to convene in Closed Session at 11:11 p.m. in the Municipal Building Conference Room 1) discuss potential litigation, 2) discuss a personnel matter, and 3) obtain legal advice. (VOTING FOR: Porter, Austin-Lane, Barry, Elrich, Mizeur, Seamens, Williams). OFFICIALS PRESENT DURING SESSION: Porter, Austin-Lane, Barry, Elrich, Mizeur, Seamens, Williams. (1) The Council was briefed on the status of the Arredondo lawsuit. No action was taken (STAFF/OTHERS PRESENT: Silber, Finn, Waters). (2) The Council discussed a personnel matter relating to City Manager Rick Finn and agreed on a course of action (STAFF/OTHERS PRESENT: None). (3) The Council obtained legal advice concerning potential litigation and discussed the next steps as related to the community center construction (STAFF/OTHERS PRESENT: Silber, Finn, Waters). (Authority: Annotated Code of Maryland, State Government Article, Section 10-508(a)(7) and 10-508(a)(1)(ii)).

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